

Bureau of Land Management Instructions for Completing the 2008 – 2010 Survey Request Inventory

The 2008-2010 Inventory Spreadsheet for Fiscal Year 2007 (FY2007) is a new design relative to the spreadsheet the Cadastral Survey Program used during FY2006. The 2008-2010 Inventory Spreadsheet contains drop-down lists to promote nationwide uniformity in the data. The following information is an explanation of how to properly complete the spreadsheet and submit it to the Washington Office. If there are questions, the user may contact Mark Wahlfield at 202-452-5095.

Directions:

Add the two letter state abbreviation to the end of the file name prior to submitting the final document to the Washington Office. (Example: 2008-2010 Inventory Spreadsheet.xls for Alaska should be renamed to 2008-2010 Inventory Spreadsheet AK.xls.)

Open the file and input the information for the BLM State Office on the appropriate worksheet. (Note: Each State Office has a separate worksheet at the bottom of the spreadsheet.)

State (Column A) – This column contains a drop-down list which lists each of the BLM State Offices.

Action:

Select the appropriate BLM State Office with administrative jurisdiction for the area of the survey.

Jurisdiction (Column B) The information listed in the drop-down list for this column is based upon the selection made in Column A. Some BLM State Offices do not have a multiple-state jurisdiction. BLM State Offices in one jurisdiction will report the same information as shown in Column A. This is redundant information but it is necessary. For those BLM State Offices with a multiple-state jurisdiction, there is a complete list of the states or commonwealths in said jurisdiction

Action:

Select the appropriate jurisdiction.

Field Office / Agency Office (Column C)

Action:

Input the name of the appropriate BLM Field Office or Agency Office.

Township, Range, and Section or Project Name (Column D) – If the location of the survey is in a public land state, input the appropriate Township, Range, and Section in the following format: T. (number) (Direction (N or S))., R. (number) (Direction (E or W))., Sec. (number) If the location of the survey is not in a public land state and is better described by a project name, input said name.

Action:

Input the location of the survey or describe the survey using a project name.

Description/Comments (Column E)

Action:

Input a description of the survey or any applicable comments.

BLM Strategic Action Plan Category (Column F) – Refer to **Priority Driver (Column G)** for a detailed explanation of this category.

Priority Driver (Column G) – The FY2006 Survey Request Inventory contained approximately 200 different priority drivers, many of which were similarly named. For the FY2007 Survey Request Inventory, the 200 FY2006 Priority Drivers are grouped into twenty-six priority drivers. It is necessary to first select the appropriate **BLM Strategic Action Plan Category** before selecting the appropriate **Priority Driver**. (Note: The BLM Strategic Action Plan Category and the Priority Driver may be used in reporting Cadastral Survey information to the Department of the Interior and the Office of Management and Budget.)

Action 1

Select the appropriate BLM Strategic Action Plan Category from the drop-down list.

Action 2

Select the appropriate Priority Driver from the drop-down list. The selections are listed below.

I – Energy and Minerals (RU)

1 – Minerals

1 – Non-Renewable Energy

1 – Renewable Energy

II – Forage/Range (RU)

2 – Fencing

2 – Grazing

III – Forest Products (RU)

3 – Forest Management

3 – Forest Products

IV – Heritage Resources (RP)

4 – Resource Protection

4 – Wild and Scenic River

4 – Wildlife Protection

V – Land Tenure Adjustment (SC)

5 – Boundary Marking and Posting

5 – Land Acquisition

5 – Land Development

5 – Land Disposal

5 – Land Exchange

5 – Legal Description Correction

5 – Legislative Mandate with Funding

VI – Jurisdictional Dispute/Trespass (SC)

6 – Alaska Statehood Act

6 – ANCSA

6 – Boundary Dispute

6 – Corrective Resurvey

6 – Jurisdictional Dispute/Trespass

VII – Recreation (RE)

7 – Recreation Services

VIII – Abandoned Mine Lands and Fire (SC)

8 – Fuels Reduction

8 – Public Land – Urban Interface

8 – Wildland Fire Management

Projected Miles (Column H) – This is the number of miles of boundary line to be identified. This does not include the number of miles of surveyed line used in determining the location of the identified boundary. The number of miles of boundary will be reported to the nearest mile.

Action:

Input the number of miles of boundary line to be identified.

Projected Cost (Column I)

Action:

The cadastral office will input the Projected Cost of the survey. This will not be a detailed estimate, but a ball-park projected cost.

Tangible Benefits/Consequences Minimum (Column J) – A drop-down list is included in this column for the purpose of reporting uniform information nation wide. The value of the **Tangible Benefits / Consequences** are described as a range. (Note: An *average* of the Tangible Benefits / Consequences Minimum and Tangible Benefits / Consequences Maximum may be used in reporting Cadastral Survey information to the Department of the Interior and the Office of Management and Budget.)

Action:

Select the appropriate dollar value for the Tangible Benefits/Consequences Minimum.

Tangible Benefits / Consequences Maximum (Column K) – A drop-down list is included in this column for the purpose of reporting standardized information nation wide. The dollar value selected in this column should be equal to or greater than the dollar value selected in Column J. If the dollar value selected in this column is less than the dollar value selected in Column J, the dollar value in Column K shall appear as “strikethrough” text. (Example of “strikethrough” text is as follows: ~~Strikethrough text~~.) If this occurs, select a greater dollar value.

Action:

Select the appropriate dollar value for the Tangible Benefits/Consequences Maximum.

Category of Service (Column L) – A drop-down list is included in this column for the purpose of reporting uniform information nation wide.

Action:

Select the appropriate Category of Service.

Fiscal Year (Column M)

Action – Select the fiscal year when the field survey is expected to be performed. It takes approximately 18 months from the start of a field survey until the project is approved and ready for formal action. In planning projects, the field survey should be performed one to two years prior to the anticipated resource action.

Previous Survey Pre or Post 1910 (Completed by Cadastral Office) (Column N)

Action:

Select the appropriate time period which describes when the last cadastral survey was performed on the boundary(ies) identified in this request.